



JOB OPPORTUNITY

DEPARTMENT OF PERSONNEL ADMINISTRATION

CLASS TITLE: Staff Programmer Analyst

SALARY:	\$5065 - \$6466	POSITION NUMBER:	363-175-1581-004
TENURE*/TIME BASE: (Example: Permanent/Full-time)	Permanent	FINAL FILING DATE:	12/09/2011

DUTIES:

The 21st Century (TFC) Project has been chartered to replace the state's current payroll, employment history and leave accounting systems with a statewide, the new Human Resources (HR) Management and Payroll (HRMS/Payroll) System. The incumbent plays an important role in providing system development technical expertise to the project and SCO legacy systems staff and will work specifically to ensure the Department of Personnel Administrations (DPA) HR data needs are met in MyCalPAYS, the new HRMS/Payroll system. The incumbent will work in the MyCalPAYS Business Warehouse (BW) contributing to the design and development of BW query and report development. As an active member of the SCO's TFC Project, the incumbent will work closely with the TFC and DPA application development teams, DPA business units, SAP (software consultant) and SAP Consulting, Inc. staff (system integrator).

Under the direction of the Department of Personnel Administration (DPA) IMS Application Manager and the general direction of the TFC Application Development Manager, the incumbent is responsible for developing and providing specifications for reports and interfaces between DPA systems and MyCalPAYS. The incumbent works collaboratively with the TFC application development team as well as serves in a lead capacity representing DPA data needs in the performance of the following:

Development of System Interfaces and Reports

- Develop specifications for Business Warehouse reports between DPA and SCO in an integrated ERP applications environment.
- Performs complex programming and systems analysis pertaining to information access and reporting needs of DPA.
- Design, construct (code) and test SAP business intelligence core products, and products external to SAP core elements.
- Review and evaluate design specifications to meet functional needs, make technical decisions and recommend optimal solutions on data management, report development, testing and deployment of system elements.
- Works to resolve critical problems by identifying issues; then evaluating and recommending solutions to DPA and SCO team leadership.

Systems Analysis

- Provide systems technical analysis to ensure that the human resources (HR) data, and reporting business needs of DPA are incorporated into the new statewide HRMS/Payroll system.
- Identify DPA ad hoc data business needs.

(*Note: Limited Term positions may be converted to permanent status at a later date.)

Telephone relay service for the deaf or hearing impaired, TDD Phone: 1-800-735-2929; voice TDD Phone: 1-800-735-2922

Note: Rank and file employees who accept employment with the Department of Personnel Administration are no longer under the collective bargaining provisions of the Ralph C. Dills Act.

AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.



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- Analyze and develop report needs between DPA, SCO and other control agencies.
- Ensure TFC system will address DPA data needs.
- Participate in the implementation of information policies, practices, standards and requirements.

Other Tasks

- Serve as the technical liaison for SCO and DPA information technology staff during the development, conversion, implementation, pilot, go-live and ongoing maintenance phases of the project.
- Use and test “what-if” calculations developed and maintained by DPA.
- Train the DPA Executives and Leadership team on new system.
- Develop and conduct training on the “Reporting Help Desk” function.
- Train business staff on specific reporting needs.
- Evaluate and participate in the implementation of new technologies and methodologies in the area of ERP, application development and associated areas.
- Show initiative and ensure general and technical competencies are maintained and in line with industry developments, internal policies and standards.

DPA employees are excluded from collective bargaining.

DESIRABLE QUALIFICATIONS:

Knowledge of Enterprise Resource Planning (ERP) software systems, Data Warehousing, Business Intelligence; preferably with the SAP ERP, ECC and BW/BI.

Understanding of the statewide business practices, taking into account the larger business perspective in proposing and designing IT solutions.

Ability to plan project activities, prioritizes work, resolves issues, and complete work in an effective, accurate, and timely manner.

Ability to analyze data situations, write complex programs, develop detailed program specifications or other required documentation.

Reason logically and creatively, identify problems, draw valid conclusions.

Develop effective solutions and document procedures and programs.

Proficient knowledge of data processing concepts, practices, methods and principles, particularly the phases of the Software Development Life Cycle and ERP and Data Warehousing architecture.

Ability to serve in a lead capacity, providing task assignment, direction or guidance to staff.

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WHO MAY APPLY:

Applicants who have status as Staff Programmer Analyst (Specialist) or equivalent level to transfer or who have list eligibility for an appointment to the Staff Programmer Analyst classification. After an initial screening of the applications, only the most qualified persons will be selected for an interview.

SUBMIT APPLICATIONS/RESUMES TO:

Department of Personnel Administration
1515 "S" St., No. Bldg., Suite #400
Sacramento, CA 95811-7258
Attn: Trish Bauman, Personnel Office

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